



Interdepartmental Coordination Council for Laboratory Services and Utilization Report

Executive Order 06-36

Submitted By:

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Director
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Issue Statement

The threat of human, animal, food, or natural resource exposure or contamination by environmental hazards is a significant concern to the citizens of the state of Missouri. Identification of these hazards for risk assessment and emergency response is the responsibility of multiple state laboratories. The 2005 Governor's Review Commission identified that the state of Missouri currently lacks a fully coordinated structure for the utilization of laboratory services and facilities to provide the necessary laboratory information for environmental health risk assessments and environmental emergency response.

Background

An Interdepartmental Coordination Council for Laboratory Services and Utilization has been created by the state of Missouri to investigate and work to address the issues presented by the 2005 Governor's Review Commission in Recommendation #4-- Executive Order 06-36. Representatives from Department of Health and Senior Services, Department of Natural Resources, Highway Patrol, Department of Agriculture, Department of Conservation, and University of Missouri-Columbia are members of this council. The Council's responsibility is to convene in order to develop and institute sustainable performance standards to better coordinate interdepartmental laboratory communication and utilization. A plan to build the necessary components for a deliverable, sustainable, and accountable program is contained in this report. In accordance with the Executive Order 06-36, the Interdepartmental Council will expire on June 30, 2007. However, the participants have agreed to oversee the plan, which is anticipated to be fully implemented by December 2007.

Mission

To provide cooperative and coordinated laboratory support and communication between member analytical laboratories during routine and emergency events.

Objective 1: *Establish and sustain a Missouri Laboratory Council consisting of representatives from identified state departments and academic laboratories with a mission to promote state laboratory coordination.*

Strategy 1.1: Convene at least semi-annually to promote continued laboratory communication and to review and update captured information.

Strategy 1.2: The Department of Health and Senior Services will schedule additional meetings of the council no later than February 2007.

Performance Measures:

- Continual meetings attended by all Council members.
- Evidence of revisions and updates made to laboratory documents.
- Approval and implementation of the strategies included in this plan.
- Delivery of presentations regarding Missouri Laboratory Council's Coordination Plan to stakeholders, such as the 2007 Homeland Security Response Team Meeting.

Objective 2: *Catalog laboratory description and contact information for each laboratory to perpetuate continual, effective communication and dialog between state laboratories.*

Strategy 2.1: Each department's laboratory designee shall prepare a detailed and comprehensive description of services performed and roles within each agency by April 2007.

Strategy 2.2: Each department's laboratory designee shall prepare a list of general, as well as emergency 24/7, laboratory contact information by April 2007.

- Listing shall contain at least laboratory name, laboratory address, contact name(s), phone number, email address, and 24/7 phone contact information.
- A process of keeping the list current shall be developed and updates to the list shall be performed when an identified change is necessary.

Performance Measures:

- Submission and distribution of laboratory description to council members.
- Submission and distribution of laboratory contact information to council members.

Objective 3: *Compile a comprehensive inventory of state agency and academic laboratory analytical capabilities and capacities.*

Strategy 3.1: Each department's laboratory designee shall prepare a detailed and comprehensive inventory of all current analytical methodology based upon analyte, matrix, method, determinative technique, and capacity by June 2007.

- Inventory must be updated annually or when an identified change is necessary.
- Updates and changes will be forwarded to council members.

Performance Measures:

- Submission of detailed inventory of laboratory current analytical capabilities to council members.
- Evidence of annual updates and revisions made to inventory list.

Objective 4: *Investigate and implement strategies to enhance the effectiveness of state laboratory consumable purchasing contracts.*

Strategy 4.1: Establish a workgroup consisting of laboratory representatives and state purchasing experts to review consumable purchasing contracts and efficiencies and institute any new policy as directed by the workgroup by June 2007.

Performance Measures:

- Evidence of a purchasing review report provided by workgroup and submitted to the council.
- The integration of any new business practices into the state's purchasing system in regards to streamlining laboratory consumable purchasing.

Objective 5: *Capture state laboratory descriptive information, capability inventories, communication means, and a supply sharing mechanism into a secure electronic network.*

Strategy 5.1: The Council shall establish a workgroup to outline the required components of a secure electronic network to better coordinate laboratory services and utilization and deliver a functional secure electronic network by October 2007.

- The network shall contain at least laboratory descriptive information, capability inventories, communication means (contact information and List serve), and a supply sharing mechanism.
- The state's ITSD department shall work with the laboratory group to develop and deliver the described secure electronic network.

Strategy 5.2: The state's ITSD department and the Council shall monitor and utilize the network to ensure proper updates and revisions are identified.

Performance Measures:

- The development of the necessary components of a secure electronic network linking state agency laboratories.
- The delivery of an operational secure electronic network of state agency laboratories.
- Evidence of updates and revisions to the network's web site.

- Web site hit reports.

Objective 6: *Develop and implement strategies to expedite emergency laboratory communication and connectivity between state laboratories and Missouri emergency response entities.*

Strategy 6.1: Establish a workgroup consisting of laboratory representatives to investigate the connectivity of the group's communication mechanism with state resources for emergency response and intelligence gathering by November 2007.

Strategy 6.2: If determined to be necessary and feasible, integrate the group's communication mechanism into the state's resources for emergency response and intelligence gathering by December 2007.

Performance Measures:

- Evidence of an emergency connectivity plausibility report provided by workgroup and submitted to the council.
- Direct connectivity of state laboratories into emergency response information databases.

Summary Timeline of Strategy Delivery

<u>Strategy</u>	<u>Delivery Date</u>
Strategy 1.1, Establish and sustain laboratory council	Ongoing
Strategy 1.2, Assign lead department to schedule meetings	February 2007
Strategy 2.1, Laboratory Services Description	April 2007
Strategy 2.2, Laboratory Contact Information	April 2007
Strategy 3.1, Analytical Inventory	June 2007
Strategy 4.1, Purchasing Review Report	June 2007
Strategy 5.1, Establishment of secure electronic network	October 2007
Strategy 5.2, Electronic network utilization monitoring	Ongoing
Strategy 6.1, Emergency Connectivity Plausibility Report	November 2007
Strategy 6.2, Electronic integration with state's emergency response stakeholders	December 2007

Projected Outcomes

The Interdepartmental Coordination Council for Laboratory Services and Utilization has determined that the implementation of the strategies outlined in this report will assure that the declared objectives for laboratory coordination will be attained. Performance measures have been identified to provide measurable performance standards for each objective. Execution of the defined strategies will facilitate laboratory utilization of the described network, which contains specific sections that will charge member laboratories to achieve the stated objectives.

- The laboratory description section of the network will serve as tool to determine specific roles of state labs in environmental risk assessment and environmental emergency response.
- The capability inventory section of the network will allow state laboratories to determine individual laboratory analytical capabilities when testing requests are made to member laboratories.
- The communication mechanism of the network will ensure that laboratories can disseminate emergency response inquiries to the correct laboratory 24/7 and allow member laboratories to communicate regarding laboratory issues for emergency response as well as routine information sharing.
- List serve functions of the network will ensure that alerts and other pertinent information will be posted on the network and email notifications will be sent to the identified laboratory emergency contacts.

The success of the model described in the report supports a coordinated state laboratory response to exposures and contamination from environmental hazards that threaten Missouri's citizens, animals, food supply, and natural resources.